

CITY OF HUDSON
LENAWEE COUNTY, MICHIGAN
ANNUAL FINANCIAL REPORT
JUNE 30, 2004

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name CITY OF HUDSON	County LENAWEE
Audit Date 6/30/04	Opinion Date 9/3/04	Date Accountant Report Submitted to State: 12/7/04	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

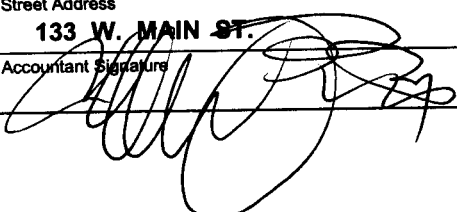
We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ Yes ☒ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ Yes ☒ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ Yes ☒ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ Yes ☒ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ Yes ☒ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ Yes ☒ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ Yes ☒ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ Yes ☒ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ Yes ☒ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name) PHILIP R. RUBLEY, CPA			
Street Address 133 W. MAIN ST.	City MORENCI	State MI	ZIP 49256
Accountant Signature 		Date 9/3/04	

**CITY OF HUDSON
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 2004**

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CITY OF HUDSON, MICHIGAN
Management's Discussion and Analysis
June 30, 2004

Using This Annual Report

The annual report consists of a series of financial statements. The statement of net assets and the statement of activities are both new and provide information about the activities of City of Hudson, Michigan government-wide basis. They are designed to present a longer-term view of the City's finances. Fund financial statements tell how services were financed in the short-term, as well as what remains for future spending. Fund financial statements also report the City's operations in more detail than the government-wide financial statements.

Overview Of The Financial Statements

The City's basic financial statements are comprised of three components:

- A) Government-wide financial statements.
- B) Fund financial statements.
- C) Notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the City's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The City maintains 13 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general, ambulance, income tax, major street and each of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The City adopts an annual appropriated budget for its general and special revenue funds. Budgetary comparison statements or schedules have been provided herein to demonstrate compliance with those budgets.

Proprietary Funds. The City maintains one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City uses enterprise funds to account for its wastewater and water operations. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses an internal service fund to account for its public works and general maintenance equipment. Because this service predominantly benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

Fiduciary Funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

CITY OF HUDSON, MICHIGAN
Management's Discussion and Analysis
June 30, 2004

Notes To The Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

The *statement of activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement of some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, public works, parks and recreation and community development. The business-type activities of the City include water and waste water activities reflected in the utilities fund.

The government-wide financial statements include not only the City itself (known as the *primary government*), but also a legally separate authority - the Local Development Finance Authority - for which the City is financially accountable. Financial information for this component unit is reported separately from the financial information presented for the primary government itself.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories; governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

Other Information

The City has reported under required supplementation information, information about the General Fund and Major Type Funds, and Combining Balance Sheets and Statement of Revenues, Expenditures and Changes in Fund Balances - Non-Major Type Governmental Funds.

CITY OF HUDSON, MICHIGAN
Management's Discussion and Analysis
June 30, 2004

The City As A Whole

The City's net assets for the year ended June 30, 2004 increased by 6.35% over the prior year, and management feels that even though the economic conditions have been slightly depressed, that the City was fiscally able to grow at a rate above inflation.

The governmental activities reflect net assets of \$5,188,546 and the business-type (utilities) of \$3,619,759.

By far the largest portion of the City's net assets (78 percent) reflects its investment in capital assets (e.g. land, buildings, vehicles, equipment and infrastructure), less any related debt used to acquire these assets that are still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

CITY OF HUDSON, MICHIGAN
Management's Discussion and Analysis
June 30, 2004

CITY OF HUDSON, MICHIGAN NET ASSETS

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
	<u>2004</u>	<u>2004</u>	<u>2004</u>
<u>Revenue</u>			
Program Revenue:			
Charges for Services	\$1,064,375	\$ 515,843	\$1,580,218
Operating Grants and Contributions	278,691	---	278,691
Capital Grants and Contributions	284,676	---	284,676
General Revenue:			
Property Taxes	1,197,796	---	1,197,796
Grants and Contributions Not Restricted To Specific Program	304,208	---	304,208
Other	33,156	370	33,526
Total Revenue	<u>3,162,902</u>	<u>516,213</u>	<u>3,679,115</u>
<u>Expenses</u>			
General Government	897,865	---	897,865
Public Safety	629,862	---	629,862
Public Works	906,405	---	906,405
Community and Economic Development	21,649	---	21,649
Recreation and Culture	185,778	---	185,778
Interest on Long-Term Debt	52,034	---	52,034
Utilities Expenses	---	745,593	745,593
Total Expenses	<u>2,693,593</u>	<u>745,593</u>	<u>3,439,186</u>
Increase (Decrease) In Net Assets Before Transfers	<u>469,309</u>	<u>(229,380)</u>	<u>239,929</u>
Transfers In (Out)	<u>(159,533)</u>	<u>159,533</u>	<u>---</u>
Increase (Decrease) In Net Assets	<u>309,776</u>	<u>(69,847)</u>	<u>239,929</u>
Net Assets Beginning of Year	<u>4,878,770</u>	<u>3,689,606</u>	<u>8,568,376</u>
Net Assets End of Year	<u>\$5,188,546</u>	<u>\$3,619,759</u>	<u>\$8,808,305</u>

CITY OF HUDSON, MICHIGAN
Management's Discussion and Analysis
June 30, 2004

CITY OF HUDSON, MICHIGAN NET ASSETS

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
	<u>2004</u>	<u>2004</u>	<u>2004</u>
Current and Other Assets	\$1,762,333	\$ 357,565	\$ 2,119,898
Capital Assets	<u>4,116,389</u>	<u>5,128,729</u>	<u>9,245,118</u>
Total Assets	<u>5,878,722</u>	<u>5,486,294</u>	<u>11,365,016</u>
Long-Term Liabilities Outstanding	500,000	1,690,665	2,190,665
Other Liabilities	<u>190,176</u>	<u>175,870</u>	<u>366,046</u>
Total Liabilities	<u>690,176</u>	<u>1,866,535</u>	<u>2,556,711</u>
<u>Net Assets</u>			
Invested in Capital Assets, Net of Related Debt	3,547,938	3,293,064	6,841,002
Restricted	3,633	12,878	16,511
Unrestricted	<u>1,636,975</u>	<u>313,817</u>	<u>1,950,792</u>
Total Net Assets	<u>\$5,188,546</u>	<u>\$3,619,759</u>	<u>\$ 8,808,305</u>

Government Activities

Government activities increased the City's net assets by \$309,776. This resulted from increased revenues of \$137 thousand and decreased expenditures of \$167 thousand. Capital outlay representing a decrease of \$111 thousand.

Business-Type Activities

Business-type activities decreased the City's net assets by \$69 thousand. This was the result of less revenue and increase costs of \$58 thousand.

The City's Funds

Our analysis of the City's funds begins on Page 9, following the entity wide financial statements. The fund financial statements provide detail information about the most significant funds, not the City as a whole. The City Council and management creates funds to help manage money for specific purposes as well as to show accountability for certain activities, such as special property tax millages, etc.

CITY OF HUDSON, MICHIGAN
Management's Discussion and Analysis
June 30, 2004

General Fund Budgetary Highlights

Differences between the original budget and amended budget were significant, realizing an increase in revenues of \$168 thousand of which \$74 thousand was attributable to state shared intergovernmental revenues. Expenses between original budget and amended budget were relatively minor.

Capital Assets And Debt Administration

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2004, amounted to \$9,245,118 (net of accumulated depreciation). This investment in capital assets includes land, buildings and system, improvements, machinery and equipment, park facilities, roads, highways, and bridges. The total increase in the City's investment in capital assets for the current year was 2.1%.

Long-term debt of the City decreased by \$288,562 (see Note 8 of the basic financial statements). There was no new debt incurred in the fiscal year ended June 30, 2004.

Economic Factors And Next Year's Budget And Rates

The City's budget for 2004-2005 fiscal year has taken inconsideration, the economic condition of the State of Michigan anticipating reduced state share revenues. This will require close tabs on expenditures for the upcoming year and adjustments will be made to mirror, when possible, the revenue base, with expenses.

Contacting The City's Management

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the clerk's office at 121 N. Church Street, Hudson, Michigan 49247.

PHILIP R. RUBLEY

- Certified Public Accountant -

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FAX 517/458-6353

PHILIP R. RUBLEY, C.P.A.

MEMBERS OF
AMERICAN INSTITUTE OF C.P.A.'s
& THE MICHIGAN ASSOCIATION OF C.P.A.'s

September 3, 2004

Honorable Mayor and Members
Of The City Council
City of Hudson
Hudson, Michigan 49247

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Hudson, Michigan as of and for the year ended June 30, 2004, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of Hudson, Michigan, management. Our responsibility is to express opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented components units, each major fund, and the aggregate remaining fund information of the City of Hudson, Michigan, as of June 30, 2004, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 12, the City's has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - For State and Local Governments*, as of July 1, 2003.

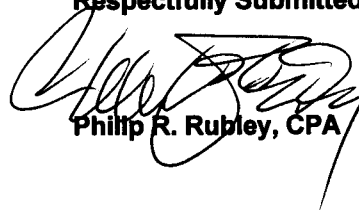
The management's discussion and analysis and budgetary comparison information on pages 1 through 6, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Hudson, Michigan basic financial statements. The combining and individual non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

City of Hudson
September 3, 2004

The combining and individual non-major fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Philip R. Rubley", is written over the printed name.

Philip R. Rubley, CPA

PRR/cab

CITY OF HUDSON, MICHIGAN
Government-wide Statement of Net Assets
June 30, 2004

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>	<u>Component Unit</u>
<u>Assets</u>				
Cash and Equivalents	\$1,309,732	\$ 160,874	\$ 1,470,606	\$389
Receivables - Net	426,649	142,515	569,164	---
Inventory	3,951	14,068	18,019	---
Prepaid Items and Other Assets	38,299	10,932	49,231	---
Internal Balances	(16,298)	16,298	---	---
Restricted Cash	---	12,878	12,878	---
Capital Assets Not Being Depreciated	150,000	33,600	183,600	---
Capital Assets Being Depreciated - Net	<u>3,966,389</u>	<u>5,095,129</u>	<u>9,061,518</u>	<u>---</u>
Total Assets	<u>5,878,722</u>	<u>5,486,294</u>	<u>11,365,016</u>	<u>389</u>
<u>Liabilities</u>				
Accounts Payable and Accrued Expenses	91,396	30,870	122,266	---
Deferred Revenue	30,329	---	30,329	---
Long-Term Liabilities:				
Due Within One Year	68,451	145,000	213,451	---
Due In More Than One Year	<u>500,000</u>	<u>1,690,665</u>	<u>2,190,665</u>	<u>---</u>
Total Liabilities	<u>690,176</u>	<u>1,866,535</u>	<u>2,556,711</u>	<u>---</u>
<u>Net Assets</u>				
Invested In Capital Assets, Net of Related Debt	3,547,938	3,293,064	6,841,002	---
Restricted For Capital Projects	---	---	---	389
Debt Service Replacement	3,633	12,878	12,878	---
Unrestricted	<u>1,636,975</u>	<u>313,817</u>	<u>1,950,792</u>	<u>---</u>
Total Net Assets	<u>\$5,188,546</u>	<u>\$3,619,759</u>	<u>\$ 8,808,305</u>	<u>\$389</u>

CITY OF HUDSON, MICHIGAN
Government-wide Statement of Activities
For The Year Ended June 30, 2004

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Charges For Services</u>	<u>Operating Grants And Contributions</u>	<u>Capital Grants And Contributions</u>	<u>Net (Expenses) Revenues</u>
<u>Primary Government</u>					
<u>Governmental Activities:</u>					
General Government	\$ 897,865	\$ 624,480	\$ 53,205	\$ ---	\$ (220,180)
Public Safety	629,862	277,763	2,490	53,876	(295,733)
Public Works	906,405	110,144	201,603	230,800	(363,858)
Community and Economic Development	21,649	---	---	---	(21,649)
Recreation and Culture	185,778	51,988	21,393	---	(112,397)
Interest on Long-Term Debt	52,034	---	---	---	(52,034)
Total Governmental Activities	<u>2,693,593</u>	<u>1,064,375</u>	<u>278,691</u>	<u>284,676</u>	<u>(1,065,851)</u>
<u>Business-Type Activities:</u>					
Utilities	<u>745,593</u>	<u>515,843</u>	<u>---</u>	<u>---</u>	<u>(229,750)</u>
Total Business-Type Activities	<u>745,593</u>	<u>515,843</u>	<u>---</u>	<u>---</u>	<u>(229,750)</u>
Total Primary Government	<u>\$3,439,186</u>	<u>\$1,580,218</u>	<u>\$278,691</u>	<u>\$284,676</u>	<u>\$ (1,295,601)</u>
<u>Component Unit:</u>					
Community Development	<u>1,699</u>	<u>---</u>	<u>---</u>	<u>---</u>	<u>(1,699)</u>
Total Component Unit	<u>\$ 1,699</u>	<u>\$ ---</u>	<u>\$ ---</u>	<u>\$ ---</u>	<u>\$ (1,699)</u>

CITY OF HUDSON, MICHIGAN
Government-wide Statement Of Activities (Concluded)
For The Year Ended June 30, 2004

	<u>Primary Government</u>			<u>Component</u>
	<u>Governmental</u>	<u>Business-Type</u>	<u>Total</u>	<u>Unit</u>
<u>Changes In Net Assets</u>	<u>Activities</u>	<u>Activities</u>		
Net (Expense) Revenue	\$ (1,065,851)	\$ (229,750)	\$ (1,295,601)	\$ (1,699)
General Revenues:				
Property Taxes	1,197,796	---	1,197,796	---
Grants and Contributions				
Not Restricted To				
Specific Programs	304,208	---	304,208	---
Transfers - Internal				
Activities	(159,533)	159,533	---	---
Unrestricted Investment	---	370	370	---
Earnings and Rentals	33,156	---	33,156	---
Total General Revenues, Contributions and Transfers	<u>1,375,627</u>	<u>159,903</u>	<u>1,535,530</u>	<u>---</u>
Change In Net Assets	309,776	(69,847)	239,929	(1,699)
Net Assets, Beginning of Year	<u>4,878,770</u>	<u>3,689,606</u>	<u>8,568,376</u>	<u>2,088</u>
Net Assets, End of Year	<u>\$ 5,188,546</u>	<u>\$3,619,759</u>	<u>\$ 8,808,305</u>	<u>\$ 389</u>

CITY OF HUDSON, MICHIGAN
Governmental Funds
Balance Sheet
June 30, 2004

	<u>General Fund</u>	<u>Ambulance Fund</u>	<u>Income Tax Fund</u>
<u>ASSETS</u>			
Cash and Cash Equivalents	\$480,073	\$ ---	\$473,634
Prepaid Expenses	---	---	---
Receivables - Net	152,012	189,342	4,324
Due From Other Funds	956	---	---
Receivable From Other Governments	39,159	---	---
Inventories	<u>3,951</u>	<u>---</u>	<u>---</u>
Total Assets	<u>\$676,151</u>	<u>\$189,342</u>	<u>\$477,958</u>
<u>LIABILITIES</u>			
Accounts Payable/Accrued Liabilities	\$ 6,577	\$ 43,982	\$ ---
Due to Other Funds	275	---	---
Deferred Revenue	<u>110,144</u>	<u>---</u>	<u>13,634</u>
Total Liabilities	<u>116,996</u>	<u>43,982</u>	<u>13,634</u>
<u>FUND BALANCES</u>			
Reserved for			
Debt Service	---	---	---
Unreserved	<u>559,155</u>	<u>145,360</u>	<u>464,324</u>
Total Fund Balances	<u>559,155</u>	<u>145,360</u>	<u>464,324</u>
Total Liabilities and Fund Balances	<u>\$676,151</u>	<u>\$189,342</u>	<u>\$477,958</u>

The notes to financial statements are an integral part of this statement.

Major Street Fund	Local Street Fund	Other Non-Major Governmental Funds	Total Governmental Funds
\$ 71,508	\$ 32,107	\$204,699	\$1,262,021
22,025	9,211	6,107	37,343
---	---	7,861	353,539
---	---	179	1,135
24,770	8,768	---	72,697
---	---	---	3,951
<u>\$118,303</u>	<u>\$ 50,086</u>	<u>\$218,846</u>	<u>\$1,730,686</u>
\$ 1,463	\$ 79	\$ 6,403	\$ 58,504
---	---	---	275
---	---	16,695	140,473
<u>1,463</u>	<u>79</u>	<u>23,098</u>	<u>199,252</u>
---	---	3,633	3,633
<u>116,840</u>	<u>50,007</u>	<u>192,115</u>	<u>1,527,801</u>
<u>116,840</u>	<u>50,007</u>	<u>195,748</u>	<u>1,531,434</u>
<u>\$118,303</u>	<u>\$ 50,086</u>	<u>\$218,846</u>	<u>\$1,730,686</u>

CITY OF HUDSON, MICHIGAN
Reconciliation of Fund Balances On The Balance Sheet For Governmental Funds
To Net Assets Of Governmental Activities On The Statement of Net Assets
June 30, 2004

Fund Balances – Total Governmental Funds

\$ 1,531,434

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

Add:	Capital Assets	7,231,040
-------------	----------------	-----------

Deduct:	Accumulated Depreciation	(3,177,436)
----------------	--------------------------	-------------

An internal service fund is used by management to charge the costs of certain equipment usage to individual governmental funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net assets.

Add:	Net assets of governmental activities accounted for in the internal service fund.	92,859
-------------	---	--------

Certain liabilities, such as bonds payable, notes payable, are not due and payable in the current period and therefore are not reported in the funds.

Deduct:	Bonds and notes payable	(568,451)
----------------	-------------------------	-----------

Deduct:	Accrued interest on bonds	(3,004)
----------------	---------------------------	---------

Deduct:	Accrued interest on note	(389)
----------------	--------------------------	-------

Deduct:	Compensated absences long-term	(27,651)
----------------	--------------------------------	----------

Revenue that has been billed as a receivable, but not collected until later years, was not reported in the funds.

Add:	Deferred Revenue	<u>110,144</u>
-------------	------------------	----------------

Net Assets of Governmental Activities

\$ 5,188,546

CITY OF HUDSON, MICHIGAN
Governmental Funds
Statement of Revenue, Expenditures, and Changes In Fund Balances
For The Year Ended June 30, 2004

	<u>General Fund</u>	<u>Ambulance Fund</u>	<u>Income Tax Fund</u>
<u>REVENUES</u>			
Taxes	\$ 676,042	\$ 60,232	\$ 370,087
Intergovernmental	304,208	---	---
State Grants	9,200	---	---
Licenses and Permits	10,531	---	---
Fines and Forfeitures	14,683	---	---
Charges for Services	124,350	224,376	---
Interest and Rentals	6,126	---	10,307
Contributions From Local Units	---	---	---
Other	454,056	36	230,800
Total Revenue	<u>1,599,196</u>	<u>284,644</u>	<u>611,194</u>
<u>EXPENDITURES</u>			
Current:			
General Government	320,510	---	326,473
Public Safety	260,902	198,175	---
Public Works	499,972	---	---
Community Economic Development	1,208	---	---
Recreation and Culture	---	---	---
Capital Outlay	32,361	---	---
Debt Service:			
Principal Payments	---	---	---
Interest Payments	---	---	---
Other Functions	154,543	---	---
Total Expenditures	<u>1,269,496</u>	<u>198,175</u>	<u>326,473</u>
Excess of Revenue Over (Under) Expenditures	329,700	86,469	284,721
Other Financing Sources (Uses)			
Transfers In	120	---	---
Transfers Out	(166,843)	(20,378)	(284,653)
Total Other Financing Sources (Uses)	<u>(166,723)</u>	<u>(20,378)</u>	<u>(284,653)</u>
Net Change In Fund Balances	162,977	66,091	68
Fund Balances – Beginning of Year	<u>396,178</u>	<u>79,269</u>	<u>464,256</u>
Fund Balances – End of Year	<u>\$ 559,155</u>	<u>\$145,360</u>	<u>\$ 464,324</u>

The notes to financial statements are an integral part of this statement.

<u>Major Street Fund</u>	<u>Local Street Fund</u>	<u>Other Non-Major Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ ---	\$ ---	\$ 91,435	\$1,197,796
133,403	49,957	4,572	492,140
---	---	---	9,200
---	---	---	10,531
---	---	29,657	44,340
---	---	108,599	457,325
116	---	16,607	33,156
---	---	21,377	21,377
18,243	1,635	82,123	786,893
<u>151,762</u>	<u>51,592</u>	<u>354,370</u>	<u>3,052,758</u>
---	---	30,354	677,337
---	---	54,876	513,953
102,245	71,599	77,919	751,735
---	---	20,441	21,649
---	---	160,559	160,559
120,445	---	51,594	204,400
---	---	122,787	122,787
---	---	48,641	48,641
---	---	---	154,543
<u>222,690</u>	<u>71,599</u>	<u>567,171</u>	<u>2,655,604</u>
(70,928)	(20,007)	(212,801)	397,154
100,000	55,500	244,165	399,785
<u>(30,500)</u>	<u>---</u>	<u>(56,944)</u>	<u>(559,318)</u>
<u>69,500</u>	<u>55,500</u>	<u>187,221</u>	<u>(159,533)</u>
(1,428)	35,493	(25,580)	237,621
<u>118,268</u>	<u>14,514</u>	<u>221,328</u>	<u>1,293,813</u>
<u>\$116,840</u>	<u>\$ 50,007</u>	<u>\$ 195,748</u>	<u>\$1,531,434</u>

CITY OF HUDSON, MICHIGAN
Reconciliation Of The Statement Of Revenues, Expenditures,
And Changes In Fund Balances Of Governmental Statement Of Activities
June 30, 2004

Net Change In Fund Balances – Total Governmental Funds

\$ 237,621

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Add: Capital Outlay 192,360

Deduct: Depreciation Expense (322,092)

Bond proceeds provide current financial resources to governmental funds in the period issued, but issuing bonds increase long-term liabilities in the statement of net assets. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.

Add: Principal payments on long-term liabilities 122,787

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds.

Deduct: Increase in interest payable on bonds and notes (3,393)

Deduct: Compensated absences long-term (27,651)

Revenue deferred on the governmental funds report, which has been charged to receivable and thus income on the statement of activities

110,144

Change In Net Assets Of Governmental Activities

\$ 309,776

CITY OF HUDSON, MICHIGAN
Statement of Net Assets
Proprietary Funds
June 30, 2004

	Business-Type Activities - Enterprise Funds	Governmental Activities
	<u>Utilities Fund</u>	<u>Internal Service Fund</u>
Assets		
Current Assets:		
Cash and Cash Equivalents	\$ 160,874	\$ 47,711
Due to Other Funds	---	275
Accounts Receivable	142,515	413
Premium on Bonds	4,288	---
Inventory	14,068	---
Prepaid Interest	6,644	---
Noncurrent Assets:		
Restricted Cash	12,878	---
Property and Equipment - Net	<u>5,128,729</u>	<u>62,785</u>
Total Noncurrent Assets	<u>5,141,607</u>	<u>62,785</u>
Total Assets	<u>\$5,469,996</u>	<u>\$111,184</u>
Liabilities		
Current Liabilities:		
Due to Other Funds	\$ 179	\$ ---
Accounts Payable and Accrued Liabilities/Deposits	30,737	1,848
Accrued Equipment Rent	133	---
Bonds Payable, Current Portion	<u>145,000</u>	<u>---</u>
Total Current Liabilities	<u>176,049</u>	<u>1,848</u>
Noncurrent Liabilities:		
Bonds Payable	<u>1,690,665</u>	---
Total Noncurrent Liabilities	<u>1,690,665</u>	<u>---</u>
Total Liabilities	<u>1,866,714</u>	<u>1,848</u>
Net Assets		
Invested in Capital Assets, Net of Related Debt	3,293,064	---
Restricted for Replacement	12,878	---
Unrestricted	<u>297,340</u>	<u>109,336</u>
Total Net Assets	3,603,282	<u>\$109,336</u>
Adjustment to Reflect The Consolidation of Internal Service Fund Activities Related to Enterprise Funds	<u>16,477</u>	
Net Assets of Business-Type Activities on the Government-Wide Statement of Net Assets	<u>\$3,619,759</u>	

The accompanying notes are an integral part of this financial statement.

CITY OF HUDSON, MICHIGAN
Statement of Revenues, Expenses and Changes in Fund Net Assets
Proprietary Funds
For The Year Ended June 30, 2004

	<u>Business-Type Activities - Enterprise Funds</u>	<u>Governmental Activities</u>
	<u>Utilities Fund</u>	<u>Internal Service Fund</u>
Operating Revenues		
Charges for Services	\$ 508,205	\$ 83,264
Liabilities		
Salaries and Wages	84,922	---
Fringe Benefits	36,198	---
Office Expenses	171,057	20,149
Contractual Services	23,197	---
Supplies and Materials	28,124	24,831
Utilities	60,794	---
Depreciation	229,496	28,300
Other Expenses	44,695	---
Total Operating Expenses	<u>678,483</u>	<u>73,280</u>
Operating Income (Loss)	<u>(170,278)</u>	<u>9,984</u>
Non-Operating Revenues (Expenses)		
Investment Income	370	---
Interest Expense	(67,110)	---
Other - Miscellaneous	7,638	---
Total Non-Operating Revenues (Expenses)	<u>(59,102)</u>	<u>---</u>
Other Financing Sources		
Transfer In	159,533	---
Total Other Financing Sources	<u>159,533</u>	<u>---</u>
Income (Loss) Before Transfers	(69,847)	9,984
Net Assets, Beginning of Year	<u>3,673,129</u>	<u>99,352</u>
Net Assets, End of Year	<u>\$3,603,282</u>	<u>\$109,336</u>

The accompanying notes are an integral part of this financial statement.

CITY OF HUDSON, MICHIGAN
Reconciliation Of The Statement Of Revenues, Expenditures, To The Statement Of Activities
June 30, 2004

Change In Net Assets – All Enterprise Funds

\$ (69,847)

An internal service fund is used by management to charge the cost of certain equipment usage to individual enterprise funds. The net revenue (expense) attributable to those funds is reported with the business-type activities

16,477

Change In Net Assets Of Business-Type Activities

\$ (53,370)

CITY OF HUDSON, MICHIGAN
Statement of Cash Flows
Proprietary Funds
For The Year Ended June 30, 2004

	<u>Business-Type Activities</u> <u>Enterprise Funds</u>	<u>Governmental</u> <u>Activities</u>
	<u>Utilities Fund</u>	<u>Internal Service Fund</u>
Cash Flows From Operating Activities		
Cash Received from Customers	\$ 716,312	\$ ---
Cash Received Miscellaneous	7,638	82,576
Cash Payment to Suppliers For Goods and Services/Employees	<u>(471,441)</u>	<u>(43,260)</u>
Net Cash Provided (Used)	<u>252,509</u>	<u>39,316</u>
Cash Flows From Capital and Related Financing Activities		
Purchase of Capital Assets	(144,877)	---
Bond Principal Payments	(165,775)	---
Bond Interest Payments	<u>(57,845)</u>	<u>---</u>
Net Cash (Used) by Capital and Related Financing Activities)	<u>(368,497)</u>	<u>---</u>
Cash Flows From Investing Activities		
Investment Income	<u>370</u>	<u>---</u>
Net Cash Provided (Used) by Investing Activities	<u>370</u>	<u>---</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(115,618)	39,316
Cash and Cash Equivalents, Beginning of Year	<u>289,370</u>	<u>8,395</u>
Cash and Cash Equivalents, End of Year	<u>\$ 173,752</u>	<u>\$ 47,711</u>
Reconciliation to Statement of Net Assets		
Cash and Cash Equivalents	\$ 160,874	\$ 47,711
Restricted Cash and Cash Equivalents	<u>12,878</u>	<u>---</u>
	<u>\$ 173,752</u>	<u>\$ 47,711</u>

The accompanying notes are an integral part of this financial statement.

CITY OF HUDSON, MICHIGAN
Statement of Cash Flows (Concluded)
Proprietary Funds
For The Year Ended June 30, 2004

	<u>Business-Type Activities - Enterprise Funds</u>	<u>Governmental Activities</u>
	<u>Utilities Fund</u>	<u>Internal Service Fund</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided by Operating Activities:		
Operating Income (Loss)	\$ (69,847)	\$ 9,984
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operating Activities:		
Depreciation/Amortization	229,496	28,300
Changes in Assets and Liabilities:		
Accounts Receivable	48,574	(688)
Accounts Payable, Accrued Liabilities, Bonds Current Portion	(28,310)	1,720
Other Assets	<u>(5,654)</u>	<u>---</u>
Net Cash Provided (Used) by Operating Activities	<u>174,259</u>	<u>39,316</u>
Cash Flows from Capital Activities:		
Acquisition of Capital Assets	<u>(144,877)</u>	<u>---</u>
Net Cash (Used) from Capital Activities	<u>(144,877)</u>	<u>---</u>
Cash Flows From Financing Activities:		
Principal Paid on Bonds	<u>(145,000)</u>	<u>---</u>
Net Cash (Used) from Financing Activities	<u>(145,000)</u>	<u>---</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(115,618)	39,316
Cash and Cash Equivalents, Beginning of Year	<u>289,370</u>	<u>8,395</u>
Cash and Cash Equivalents, End of Year	<u>\$ 173,752</u>	<u>\$ 47,711</u>

The accompanying notes are an integral part of this financial statement.

CITY OF HUDSON, MICHIGAN
Fiduciary Funds – Statement of Net Assets
June 30, 2004

	<u>Employee Benefit Funds</u>	<u>Library Trust</u>	<u>Other Agency Funds</u>
<u>Assets</u>			
Cash and Cash Equivalents	\$ 808	\$78,464	\$18,142
Due from Other Funds	<u>760</u>	<u>---</u>	<u>---</u>
Total Assets	<u>\$1,568</u>	<u>\$78,464</u>	<u>\$18,142</u>
<u>Liabilities</u>			
Due to Other Funds	\$ 956	\$ ---	\$ 760
Other Payables	<u>612</u>	<u>---</u>	<u>17,382</u>
Total Liabilities	<u>\$1,568</u>	<u>---</u>	<u>\$18,142</u>
<u>Net Assets</u>			
Held In Trust for Library Operations		<u>\$78,464</u>	

CITY OF HUDSON, MICHIGAN
Statement of Changes in Fiduciary Net Assets
Fiduciary Funds – Library Trust Fund
For The Year Ended June 30, 2004

Additions

Investment Income:

Interest Earned \$ 609

Total Investment Income 609

Deductions

Library Books and Expense 1,862

Total Deductions 1,862

Excess Additions Over Deductions (1,253)

Net Assets Held in Trust, Beginning of Year 79,717

Net Assets Held in Trust, End of Year \$78,464

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of Hudson, Michigan conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units.

The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below:

A. Reporting Entity

City of Hudson, Michigan is governed by an elected council. The accompanying financial statements present the government for which government is considered to be financially accountable.

Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the government.

Discretely Presented Component Units - The local development Finance Authority of the City of Hudson, Michigan (LDFA) is governed by a board consisting of members appointed by the City Manager (subject to City Council approval). The LDFA was formed to promote economic growth in the City of Hudson, Michigan pursuant to Public Act 281 of 1986.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements, except for agency funds, which do not have a measurement focus. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Property taxes, franchise taxes, intergovernmental revenue licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The government reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Ambulance Fund is a special Revenue Fund that receives monies for contractual services and charges for the purpose of providing Advanced and Basic Life Support Services to the community.

The Income Tax Fund is a Special Revenue Fund that receives monies from residents, non-residents and businesses performing or operating within the City limits of Hudson, Michigan. These monies have been used for special projects, capital in nature.

The Major Street Fund is a Special Revenue Fund that receives state and local funding for the purpose of construction and maintenance of City streets designated as major streets under State of Michigan Act 51 of Public Acts of 1951.

The Local Street Fund is a Special Revenue Fund that receives state and local funding for the purpose of construction and maintenance of City streets designated as local streets under State of Michigan Act 51 of Public Acts of 1951.

The government reports the following major proprietary funds:

The Utilities Fund accounts for acquisition, operation and maintenance of the City's waste water and water system.

Additionally, the government reports the following fund types:

The Agency Funds account for assets held by the City acting as an agent for individuals, private organizations, other governments and/or other funds.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in both the government-side and proprietary fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The government has elected not to follow private-sector standards issued after November 30, 1989 for its business-type activities and enterprise funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

Proprietary Funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Utilities Funds are charges to customers for sales and services. The Utilities Funds are also recognize as operating revenues the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

E. Assets, Liabilities, and Net Assets or Equity

1. **Bank Deposits and Investment** - Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

State statues authorize the government to deposit in the accounts of federally insured banks, credit unions, and savings and loans associations, and to invest in obligations of the U.S. Treasury, certain commercial paper, repurchase agreements, bankers acceptances, and mutual funds composed of otherwise legal investments.

2. **Receivables and Payables** - In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

3. **Prepaid Items** - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements using the consumption method.

4. **Inventories** - All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

5. **Restricted Assets** – Certain proceeds of enterprise fund revenue bonds and general obligations bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. The bond interest and redemption account is used to segregate resources accumulated for debt service payments. The bond reserve account is used to report resources set aside to make debt service payment on bonds which would otherwise be in default. The replacement account is used to report resources set aside to make major repairs and replacements to fixed operation assets of the enterprise fund.

6. **Capital Assets** – Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., road, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$1,500 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Land Improvements	20 - 50
Building	10 - 50
Machinery, Equipment, And Furnishings	5 - 35
Utility Systems	50 - 100
Infrastructure	15 - 100
Vehicles	5 - 15

7. **Compensated Absences** – It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations or retirement.

obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources.

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

9. **Fund Equity** - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

- A. **Budgetary Information** - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end.

On or before the end of May of each year, the City Manager presents the proposed budget for review and holds public hearings and a final budget is adopted.

The appropriated budget is prepared by fund, function and activity. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is with the City Council.

- B. **Excess of Expenditures Over Appropriations In Budgeted Funds** - P.A. 621 of 1978, as amended, provides that a local unit shall not incur expenditures in excess of the amounts appropriated. During the year ended June 30, 2004, the government incurred expenditures in excess of amounts appropriated at the legal level of budgetary control as follows:

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance</u>
General Fund:			
General Government:			
Office	\$77,427	\$78,958	\$ 1,531
Treasurer	59,795	60,345	550
Assessing	14,841	16,040	1,199
Clerk	61,157	64,271	3,114
Elections	2,435	2,436	1
City Attorney	14,067	14,192	125
Public Works:			
Street Maintenance	488,145	499,972	11,827
Capital Outlay	---	32,361	32,361
Other Functions	140,100	154,543	14,443
Transfer to Other Funds	166,754	166,843	89
Ambulance - Major Fund:			
Transfers Out to Other Funds	---	20,378	20,378
Income Tax - Major Fund:			
General Government	133,467	326,473	193,006
Transfers Out to Other Funds	280,533	284,653	4,120
Major Street - Major Fund:			
Public Works	191,898	222,690	30,792

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

NOTE 3 – DEPOSITS AND INVESTMENTS

The government unit's deposits and investment policy are in accordance with statutory authority.

Investments made by the City are summarized below. The investments that are represented by specific identifiable investment securities are classified as to credit risk by the three categories described below:

- Category 1:** Insured or registered, or securities held by the City or its agent in the City's name.
- Category 2:** Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the City's name.
- Category 3:** Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the City's name.

	Category 1	2	3	Carrying Value	Market Value
Checking and Saving Acct.	\$100,000	\$1,077,163	\$ ---	\$1,177,163	\$1,177,163
Certificate of Deposits	<u>100,000</u>	<u>224,463</u>	<u>---</u>	<u>324,463</u>	<u>324,463</u>
	<u>\$200,000</u>	<u>\$1,301,626</u>	<u>\$ ---</u>	<u>\$1,501,626</u>	<u>\$1,501,626</u>

Balance Sheet Cash And Cash Investments

The Governmental Accounting Standards Board (GASB) Statement No. 3 risk disclosures for the City's deposits are as follows:

<u>Deposits</u>	<u>Carrying Amount</u>
Insured (FDIC) (FSLIC)	\$ 200,000
Uninsured:	
Uncollateralized	<u>1,301,626</u>
Total	<u>\$1,501,626</u>

Total cash consist of: Cash and cash investments of \$1,488,748 and restricted cash of \$12,878.

Component is all insured by FDIC for total amount of \$389.

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

NOTE 4 – CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2004 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<u>Governmental Activities</u>				
Capital Assets, Not Being Depreciated:				
Other	\$ 150,000	\$ ---	\$ ---	\$ 150,000
	<u>150,000</u>	<u>---</u>	<u>---</u>	<u>150,000</u>
Capital Assets, Being Depreciated:				
Buildings	1,674,681	---	---	1,674,681
Vehicles	1,420,499	48,524	---	1,469,023
Equipment	1,105,922	---	---	1,105,922
Infrastructure	3,315,600	143,836	---	3,459,436
Total Capital Assets Being Depreciated	<u>7,516,702</u>	<u>192,360</u>	<u>---</u>	<u>7,709,062</u>
Less Accumulated Depreciation For:				
Buildings	(503,058)	(35,316)	---	(538,374)
Vehicles	(342,237)	(83,356)	---	(425,593)
Equipment	(665,926)	(65,900)	---	(731,826)
Infrastructure	(1,909,360)	(137,520)	---	(2,046,880)
Total Accumulated Depreciation	<u>(3,420,581)</u>	<u>(322,092)</u>	<u>---</u>	<u>(3,742,673)</u>
Total Capital Assets, Being Depreciated, Net	<u>4,096,121</u>	<u>(129,732)</u>	<u>---</u>	<u>3,966,389</u>
Governmental Activities Capital Assets, Net	<u>\$ 4,246,121</u>	<u>\$ (129,732)</u>	<u>\$ ---</u>	<u>\$ 4,116,389</u>
<u>Business-Type Activities</u>				
Capital Assets, Not Being Depreciated:				
Land	\$ 33,600	\$ ---	\$ ---	\$ 33,600
	<u>33,600</u>	<u>---</u>	<u>---</u>	<u>33,600</u>
Capital Assets, Being Depreciated:				
Buildings and Systems	8,134,153	144,877	---	8,279,030
Equipment	408,184	---	---	408,184
Total Capital Assets Being Depreciated	<u>8,542,337</u>	<u>144,877</u>	<u>---</u>	<u>8,687,214</u>
Less Accumulated Depreciation For:				
Buildings	(3,109,618)	(219,763)	---	(3,329,381)
Equipment	(252,971)	(9,733)	---	(262,704)
Total Accumulated Depreciation	<u>(3,362,589)</u>	<u>(229,496)</u>	<u>---</u>	<u>(3,592,085)</u>
Total Capital Assets, Being Depreciated, Net	<u>5,179,748</u>	<u>(84,619)</u>	<u>---</u>	<u>5,095,129</u>
Business Type Activities Capital Assets, Net	<u>\$ 5,213,348</u>	<u>\$ (84,619)</u>	<u>\$ ---</u>	<u>\$ 5,128,729</u>

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

Depreciation expense was charged to functions/programs of the City as follows:

Governmental Activities:

General Government	\$ 16,927
Public Safety	110,358
Public Works	141,288
Culture and Recreation	25,219
Capital Assets Held By The Government's Internal Service Funds Are Charged To The Various Functions Based On Their Usage Of The Assets.	<u>28,300</u>

Total Depreciation Expense Governmental Activities	<u>\$322,092</u>
---	-------------------------

Business-Type Activities:

Utilities	<u>\$229,496</u>
-----------	------------------

Total Depreciation Expense Business-Type Activities	<u>\$229,496</u>
--	-------------------------

NOTE 5 – INTERFUND RECEIVABLES AND PAYABLES

At June 30, 2004, the following were interfund receivables and payables in the fund statement.

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General	\$ 956	\$ 275
Cemetery	179	---
Employee	---	---
Benefit	760	956
Other Agency Funds	---	760
Internal Service	275	---
Utilities	<u>---</u>	<u>179</u>
	<u>\$2,170</u>	<u>\$2,170</u>

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

NOTE 6 – TRANSFERS

Transfers are used to (1) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them; (2) move receipts restricted, to or allowed for debt services from the funds collecting the receipts to the debt service payments become due; and (3) use unrestricted revenues collected in the general fund to finance various programs, accounted for in other funds in accordance with budgetary authorizations.

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General	\$ 120	\$166,843
Income Tax	---	284,653
Major Street	100,000	30,500
Local	55,500	---
Other Non-Major Funds	244,165	---
Utilities	159,533	---
Fire	---	56,944
Ambulance	---	20,378
	<u>\$559,318</u>	<u>\$559,318</u>

NOTE 7 – PROPERTY TAXES:

The City bills and collects its own property taxes and also taxes for the County and several School Districts within its jurisdiction. Collections and remittances of the County and School taxes are accounted for in the Current Tax Collection Agency Fund. City property tax revenues are recognized as revenues in the fiscal year levied to the extent that they result in current receivables.

Property taxes are assessed December 31st and are levied on June 1st. Taxes become delinquent on August 31st with a 1% interest charge beginning October 1st. All delinquent taxes are charged with a 4% penalty.

The City currently levies 10.6419 mills. Property taxes attach as an enforceable lien on the property as of January 1.

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

NOTE 8 – LONG TERM DEBT

Long-term debt consists of the following:

	<u>Balance</u> <u>July 1,</u> <u>2003</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30,</u> <u>2004</u>
Notes Payable - Ambulance	\$ 36,924	\$ ---	\$ 18,473	\$ 18,451
Notes Payable - Lance Chassis Fire Truck	54,314	---	54,314	---
Bonds Payable - 1991 Local Development Bonds - General Obligation Limited Tax	600,000	---	50,000	550,000
Bonds Payable - Waste Water Treatment Plant - 1995	251,000	---	77,000	174,000
Bonds Payable - 2001 Drinking Water Program	1,731,665	---	70,000	1,661,665
Construction Loan - Utilities - 1993	<u>18,775</u>	<u>---</u>	<u>18,775</u>	<u>---</u>
Total	<u>\$2,692,678</u>	<u>\$ ---</u>	<u>\$288,562</u>	<u>\$2,404,116</u>

City of Hudson – Waste Water Treatment Bonds – 1995 Issue

Title of Issue: City of Hudson Waste Water System Limited Tax -
General Obligation Refunding Bonds

Purpose: Waste Water Treatment Plant

Date of Issue: October 5, 1995

Interest Rate: 4.00% - 5.35%

Interest Payable: Semi-Annual on April 1, and October 1, of each year

Amount of Issue: \$754,000

<u>Due Dates</u>	<u>Total</u>	<u>Interest</u>	<u>Principal</u>
October 1, 2004	\$ 79,618	\$ 4,618	\$ 75,000
April 1, 2005	5,298	5,298	---
October 1, 2005	<u>104,298</u>	<u>5,298</u>	<u>99,000</u>
	<u>\$189,214</u>	<u>\$15,214</u>	<u>\$174,000</u>

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

City of Hudson – Drinking Water Bond Issue

Title of Issue: City of Hudson Drinking Water Program General
Obligation Bonds

Purpose: Drinking Water, etc.

Date of Issue: June 28, 2001

Interest Rate: 2.50%

Interest Payable: Semi-Annual on October 1, and April 1, of each year

Amount of Issue: \$1,731,665

Available Funds: \$38,335

<u>Due Dates</u>	<u>Total</u>	<u>Interest</u>	<u>Principal</u>
October 1, 2004	\$ 89,995	\$ 19,995	\$ 70,000
April 1, 2005	19,120	19,120	
October 1, 2005	89,120	19,120	70,000
April 1, 2006	18,245	18,245	
October 1, 2006	93,245	18,245	75,000
April 1, 2007	17,308	17,308	
October 1, 2007	92,308	17,308	75,000
April 1, 2008	16,370	16,370	
October 1, 2008	96,370	16,370	80,000
April 1, 2009	15,370	15,370	
October 1, 2009	95,370	15,370	80,000
April 1, 2010	14,370	14,370	
October 1, 2010	94,370	14,370	80,000
April 1, 2011	13,370	13,370	
October 1, 2011	98,370	13,370	85,000
April 1, 2012	12,308	12,308	
October 1, 2012	97,308	12,308	85,000
April 1, 2013	11,245	11,245	
October 1, 2013	101,245	11,245	90,000
April 1, 2014	10,120	10,120	
October 1, 2014	100,120	10,120	90,000
April 1, 2015	8,995	8,995	
October 1, 2015	103,995	8,995	95,000
April 1, 2016	7,808	7,808	
October 1, 2016	102,808	7,808	95,000
April 1, 2017	6,620	6,620	
October 1, 2017	106,620	6,620	100,000
April 1, 2018	5,370	5,370	
October 1, 2018	105,370	5,370	100,000
April 1, 2019	4,120	4,120	
October 1, 2019	109,120	4,120	105,000
April 1, 2020	2,870	2,870	
October 1, 2020	107,870	2,870	105,000
April 1, 2021	1,495	1,495	
October 1, 2021	111,495	1,495	110,000
April 1, 2022	120	120	
October 1, 2022	71,785	120	71,665
	<u>\$2,052,108</u>	<u>\$390,443</u>	<u>\$1,661,665</u>

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

Industrial Park Bonds

Title of Issue: 1991 Local Development Bonds - General Obligation Limited Tax
Purpose: Park Development
Date of Issue: June 17, 1991
Maturity Date: June 1, 2012
Interest Rate: 9.0% to 6.0%
Interest Payable: Semi-Annually
Amount of Issue: \$885,000

<u>Due Dates</u>	<u>Total</u>	<u>Interest</u>	<u>Principal</u>
December 1, 2004	\$ 18,856	\$ 18,856	\$ 50,000
June 1, 2005	68,856	18,856	
December 1, 2005	17,094	17,094	50,000
June 1, 2006	67,094	17,094	
December 1, 2006	15,319	15,319	75,000
June 1, 2007	90,319	15,319	
December 1, 2007	12,638	12,638	75,000
June 1, 2008	87,638	12,638	
December 1, 2008	9,938	9,938	75,000
June 1, 2009	84,938	9,938	
December 1, 2009	7,219	7,219	75,000
June 1, 2010	82,219	7,219	
December 1, 2010	4,500	4,500	75,000
June 1, 2011	79,500	4,500	
December 1, 2011	2,250	2,250	75,000
June 1, 2012	<u>77,250</u>	<u>2,250</u>	
	<u>\$725,628</u>	<u>\$175,628</u>	<u>\$550,000</u>

Note Payable - Ambulance

Purpose: Purchase of 1999 International Traumahawk Ambulance
Date of Note: March 8, 2000
Interest Rate: 5.16%
Interest Payable: Annually on April 1
Amount of Issue: \$87,372

<u>Due Dates</u>	<u>Total</u>	<u>Interest</u>	<u>Principal</u>
June 1, 2012	<u>\$20,027</u>	<u>\$1,576</u>	<u>\$18,451</u>
	<u>\$20,027</u>	<u>\$1,576</u>	<u>\$18,451</u>

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

Maturities of Long-Term Debt

Maturities for the next five years of long-term debt are as follows:

<u>Years</u>	<u>Amounts</u>
2005	\$ 213,451
2006	219,000
2007	150,000
2008	155,000
2009	155,000
There After	<u>1,511,665</u>
	<u>\$2,404,116</u>

NOTE 9 – CAFETERIA PLAN – MEDICAL REIMBURSEMENT PLAN – DEPENDENT CARE PLAN

The City of Hudson has approved and adopted the Cafeteria Plan, Medical Expense Reimbursement Plan and Dependent Care Assistance Plan to be effective January 1, 1998.

The City of Hudson adopted a Cafeteria Plan under Internal Revenue Service Code SS 125, a Medical Expense Reimbursement Plan under code SS 105 (b) and an Dependent Care Assistance Plan Under Code SS 129. Each full-time employee is eligible to participate in each of the plans established. The maximum reimbursement for which any participant may apply under the Medical Expense Reimbursement Plan is \$3,000. The maximum reimbursement for which any participant may apply under the Dependent Care Assistance Plan is \$5,000.

The City of Hudson does not contribute to the Cafeteria Plan.

NOTE 10 – PENSION PLAN

The City of Hudson has a qualified 401(k) plan, administered by ICMA-RC.

Contributions are made by the City and employees. The Plan is blended between growth funds, cash management and government investments. Value in the 401k plan at June 30, 2004 was \$442,479. Contribution by the City for fiscal year 2004 was \$37,419.

NOTE 11 – OTHER INFORMATION

Risk Management

The government is exposed to various risks of loss related to torts; theft of damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended June 30, 2004, the government carried insurance through various commercial carriers, to cover all risks of losses. The government has had no settled claims resulting from these risks that exceeded its commercial coverage in any of the past three fiscal years.

CITY OF HUDSON, MICHIGAN
Notes to Financial Statements
June 30, 2004

NOTE 12 – ACCOUNTING CHANGE

Effective July 1, 2003, the City of Hudson, Michigan implemented the provisions of Governmental Accounting Standards Board Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments (GASB No. 34), along with all related statements and interpretations. Changes to the City's financial statements as a result of GASB No. 34 are as follows:

- A Management's Discussion and Analysis of the City's overall financial position and results of operations has been included.
- City-wide financial statements (statement of net assets and statement of activities) prepared using full accrual accounting for all of the City's activities have been provided.
- Capital assets in the governmental activities column of the statement of net assets totaling \$4,116,389.
- The Governmental activities column includes bonds and other long-term obligations totaling \$568,451.
- The fund financial statements focus on major funds rather than fund types.
- The governmental funds now accrue a liability for compensated absences only to the extent that they come due for payment prior to year-end.

CITY OF HUDSON, MICHIGAN
Budgetary Comparison Schedule
General Fund
For The Year Ended June 30, 2004

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance With Amended Budget</u>
<u>Beginning of Year Fund Balance</u>				
Resources (Inflows)	\$ 396,178	\$ 396,178	\$ 396,178	\$ ---
Taxes and Assessments	577,000	650,612	676,042	25,430
Intergovernmental	275,000	304,757	304,208	(549)
State Grants	2,300	544	9,200	8,656
Licenses and Permits	4,700	10,531	10,531	---
Fines and Forfeitures	10,000	14,783	14,683	(100)
Charges for Services	109,200	124,784	124,350	(434)
Interest and Rentals	9,400	6,126	6,126	---
Other	418,544	462,832	454,176	(8,656)
Amounts Available for Appropriation	<u>1,803,322</u>	<u>1,971,147</u>	<u>1,995,494</u>	<u>24,347</u>
<u>Charges to Appropriations (Outflows)</u>				
General Government				
City Council	10,098	12,970	12,846	124
City Manager	76,268	65,401	60,338	5,063
Office	77,427	77,427	78,958	(1,531)
Treasurer	59,795	59,795	60,345	(550)
Assessing	20,700	14,841	16,040	(1,199)
Clerk	61,157	61,157	64,271	(3,114)
Elections	3,750	2,435	2,436	(1)
City Attorney	10,000	14,067	14,192	(125)
Buildings and Grounds	11,129	11,129	11,084	45
Public Safety				
Police	271,574	271,574	256,790	14,784
Inspections	8,000	8,000	4,112	3,888
Community Economic Development	2,267	2,267	1,208	1,059
Public Works				
Street Maintenance & Lighting	488,145	488,145	499,972	(11,827)
Capital Outlay	---	---	32,361	(32,361)
Other Functions	140,100	140,100	154,543	(14,443)
Transfers to Other Funds	<u>163,754</u>	<u>166,754</u>	<u>166,843</u>	<u>(89)</u>
Total Charges to Appropriations	<u>1,404,164</u>	<u>1,396,062</u>	<u>1,436,339</u>	<u>(40,277)</u>
Ending of Year Fund Balance	<u>\$ 399,158</u>	<u>\$ 575,085</u>	<u>\$ 559,155</u>	<u>\$ (15,930)</u>

CITY OF HUDSON, MICHIGAN
Budgetary Comparison Schedule
Ambulance Fund (Major Special Revenue Funds)
For The Year Ended June 30, 2004

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance With Amended Budget</u>
<u>Beginning of Year Fund Balance</u>	\$ 79,269	\$ 79,269	\$ 79,269	\$ ---
<u>Resources (Inflows)</u>				
Taxes	111,545	111,545	60,232	(51,313)
Charges For Services	127,765	127,765	224,376	96,611
Other	<u>1,000</u>	<u>1,000</u>	<u>36</u>	<u>(964)</u>
 Amounts Available for Appropriation	<u>319,579</u>	<u>319,579</u>	<u>363,913</u>	<u>44,334</u>
<u>Charges to Appropriations (Outflows)</u>				
<u>Public Safety</u>				
EMS	240,410	240,410	198,175	42,235
<u>Other Financing Uses</u>				
Transfer Out	<u>---</u>	<u>---</u>	<u>20,378</u>	<u>(20,378)</u>
 Total Charges to Appropriations	<u>240,410</u>	<u>240,410</u>	<u>218,553</u>	<u>21,857</u>
Ending of Year Fund Balance	<u>\$ 79,169</u>	<u>\$ 79,169</u>	<u>\$145,360</u>	<u>\$ 66,191</u>

CITY OF HUDSON, MICHIGAN
Budgetary Comparison Schedule
Income Tax Fund (Major Special Revenue Fund)
For The Year Ended June 30, 2004

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance With Amended Budget</u>
<u>Beginning of Year Fund Balance</u>				
Resources (Inflows)	\$464,256	\$464,256	\$ 464,256	\$ ---
Taxes	410,000	410,000	370,087	(39,913)
Interest and Rentals	4,000	4,000	10,307	6,307
Other - Miscellaneous	---	---	230,800	230,800
Amounts Available for Appropriation	<u>878,256</u>	<u>878,256</u>	<u>1,075,450</u>	<u>197,194</u>
<u>Charges to Appropriations (Outflows)</u>				
General Government	37,000	133,467	326,473	(193,006)
Transfers to Other Funds	<u>300,533</u>	<u>280,533</u>	<u>284,653</u>	<u>(4,120)</u>
Total Charges to Appropriations	<u>337,533</u>	<u>414,000</u>	<u>611,126</u>	<u>(197,126)</u>
Ending of Year Fund Balance	<u>\$540,723</u>	<u>\$464,256</u>	<u>\$ 464,324</u>	<u>\$ 68</u>

CITY OF HUDSON, MICHIGAN
Budgetary Comparison Schedule
Major Street Fund (Major Special Revenue Fund)
For The Year Ended June 30, 2004

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance With Amended Budget</u>
<u>Beginning of Year Fund Balance</u>				
Resources (Inflows)	\$118,268	\$118,268	\$118,268	\$ ---
Intergovernmental	110,000	110,000	133,403	23,403
Interest and Rentals	400	116	116	---
Other	18,000	18,000	18,243	243
Transfers from Other Funds	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>---</u>
 Amounts Available for Appropriation	 <u>346,668</u>	 <u>346,384</u>	 <u>370,030</u>	 <u>23,646</u>
 <u>Charges to Appropriations (Outflows)</u>				
Public Works	219,622	191,898	222,690	(30,792)
Transfers to Other Funds	<u>30,500</u>	<u>30,500</u>	<u>30,500</u>	<u>---</u>
 Total Charges to Appropriations	 <u>250,122</u>	 <u>222,398</u>	 <u>253,190</u>	 <u>(30,792)</u>
 Ending of Year Fund Balance	 <u>\$ 96,546</u>	 <u>\$123,986</u>	 <u>\$116,840</u>	 <u>\$ (7,146)</u>

CITY OF HUDSON, MICHIGAN
Budgetary Comparison Schedule
Local Street Fund (Major Special Revenue Fund)
For The Year Ended June 30, 2004

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance With Amended Budget</u>
<u>Beginning of Year Fund Balance</u>				
Resources (Inflows)	\$ 14,514	\$ 14,514	\$ 14,514	\$ ---
Intergovernmental	35,500	35,500	49,957	14,457
Other	1,823	1,823	1,635	(188)
Transfers from Other Funds	<u>55,500</u>	<u>55,500</u>	<u>55,500</u>	<u>---</u>
 Amounts Available for Appropriation	 <u>107,337</u>	 <u>107,337</u>	 <u>121,606</u>	 <u>14,269</u>
 <u>Charges to Appropriations (Outflows)</u>				
Public Works	<u>92,823</u>	<u>92,823</u>	<u>71,599</u>	<u>21,224</u>
 Total Charges to Appropriations	 <u>92,823</u>	 <u>92,823</u>	 <u>71,599</u>	 <u>21,224</u>
 Ending of Year Fund Balance	 <u>\$ 14,514</u>	 <u>\$ 14,514</u>	 <u>\$ 50,007</u>	 <u>\$35,493</u>

CITY OF HUDSON, MICHIGAN
Combining Balance Sheet
Non-Major Governmental Funds
June 30, 2004

	<u>Special Revenue Funds</u>		
	<u>Fire</u>	<u>Summer Recreation</u>	<u>Cemetery</u>
<u>Assets</u>			
Cash	\$59,428	\$42,363	\$53,528
Receivables:			
Accounts	1,071	1,874	675
Interest	4,100	---	---
Due from Other Funds	---	---	179
Prepaid Expenses	---	6,107	---
Total Assets	<u>\$64,599</u>	<u>\$50,344</u>	<u>\$54,382</u>
<u>Liabilities and Fund Balances</u>			
<u>Liabilities</u>			
Accounts Payable	\$ 728	\$ 1,590	\$ 26
Deposits Payable	---	---	---
Accrued Liabilities	---	606	108
Due to Other Funds	---	---	---
Deferred Revenues	---	3,695	13,000
Total Liabilities	<u>728</u>	<u>5,891</u>	<u>13,134</u>
<u>Fund Balance</u>	<u>63,871</u>	<u>44,453</u>	<u>41,248</u>
Total Liabilities And Fund Balances	<u>\$64,599</u>	<u>\$50,344</u>	<u>\$54,382</u>

The notes to financial statements are an integral part of this statement.

<u>Special Revenue Funds</u>			<u>Debt Service Fund</u>	<u>Permanent Fund</u>	<u>Total Non-Major Governmental Funds</u>
<u>Community Center</u>	<u>Library</u>	<u>Museum</u>	<u>Debt Service</u>	<u>Cemetery Perpetual Care</u>	
\$8,625	\$12,697	\$22,883	\$3,633	\$1,542	\$204,699
---	---	104	---	---	3,724
37	---	---	---	---	4,137
---	---	---	---	---	179
---	---	---	---	---	6,107
<u>\$8,662</u>	<u>\$12,697</u>	<u>\$22,987</u>	<u>\$3,633</u>	<u>\$1,542</u>	<u>\$218,846</u>
\$ 25	\$ 59	\$ ---	\$ ---	\$ ---	\$ 2,428
---	---	---	---	---	---
1,048	2,213	---	---	---	3,975
---	---	---	---	---	---
---	---	---	---	---	16,695
<u>1,073</u>	<u>2,272</u>	<u>---</u>	<u>---</u>	<u>---</u>	<u>23,098</u>
<u>7,589</u>	<u>10,425</u>	<u>22,987</u>	<u>3,633</u>	<u>1,542</u>	<u>195,748</u>
<u>\$8,662</u>	<u>\$12,697</u>	<u>\$22,987</u>	<u>\$3,633</u>	<u>\$1,542</u>	<u>\$218,846</u>

CITY OF HUDSON, MICHIGAN
Combining Statement of Revenues, Expenditures and Changes In Fund Balance
Non-Major Governmental Funds
For The Year Ended June 30, 2004

Special Revenue Funds

	<u>Fire</u>	<u>Summer Recreation</u>	<u>Cemetery</u>
<u>Revenues:</u>			
Taxes	\$ ---	\$ ---	\$ ---
Intergovernmental	---	---	---
Contribution from Local Units	---	18,377	---
Charges for Services	42,856	51,988	13,755
Fines and Forfeits	---	---	---
Interest and Rents	145	---	---
Other Revenue	<u>54,695</u>	<u>1,900</u>	<u>---</u>
Total Revenue	<u>97,696</u>	<u>72,265</u>	<u>13,755</u>
<u>Expenditures:</u>			
General Government	---	---	30,354
Public Safety	54,876	---	---
Public Works	---	77,919	---
Recreational and Cultural	---	---	---
Community Economic Development	---	---	---
Capital Outlay	51,594	---	---
Debt Service:			
Principal	---	---	---
Interest	<u>---</u>	<u>---</u>	<u>---</u>
Total Expenditures	<u>106,470</u>	<u>77,919</u>	<u>30,354</u>
<u>Excess of Revenues Over (Under) Expenditures</u>	<u>(8,774)</u>	<u>(5,654)</u>	<u>(16,599)</u>
<u>Other Financing Sources</u>			
<u>(Uses):</u>			
Operating Transfers In	74,354	3,336	9,034
Operating Transfers (Out)	<u>(56,944)</u>	<u>---</u>	<u>---</u>
Total Other Financing Sources (Uses)	<u>17,410</u>	<u>3,336</u>	<u>9,034</u>
<u>Excess of Revenues and Other Sources Over (Under) (Expenditures and Other Uses)</u>	<u>8,636</u>	<u>(2,318)</u>	<u>(7,565)</u>
<u>Beginning Fund Balance</u>	<u>55,235</u>	<u>46,771</u>	<u>48,813</u>
<u>Ending Fund Balance</u>	<u>\$ 63,871</u>	<u>\$44,453</u>	<u>\$ 41,248</u>

The notes to financial statements are an integral part of this statement.

<u>Special Revenue Funds</u>			<u>Debt Service Fund</u>	<u>Permanent Fund</u>	<u>Total Non-Major Governmental Funds</u>
<u>Community Center</u>	<u>Library</u>	<u>Museum</u>	<u>Debt Service</u>	<u>Cemetery Perpetual Care</u>	
\$ ---	\$ ---	\$ ---	\$ 91,435	\$ ---	\$ 91,435
---	4,572	---	---	---	4,572
---	3,000	---	---	---	21,377
---	---	---	---	---	108,599
---	29,657	---	---	---	29,657
13,048	1,970	1,390	---	54	16,607
<u>2,116</u>	<u>8,256</u>	<u>15,156</u>	<u>---</u>	<u>---</u>	<u>82,123</u>
<u>15,164</u>	<u>47,455</u>	<u>16,546</u>	<u>91,435</u>	<u>54</u>	<u>354,370</u>
---	---	---	---	---	30,354
---	---	---	---	---	54,876
---	---	---	---	---	77,919
15,285	135,173	10,101	---	---	160,559
---	---	---	20,441	---	20,441
---	---	---	---	---	51,594
---	---	---	122,787	---	122,787
---	---	---	<u>48,641</u>	---	<u>48,641</u>
<u>15,285</u>	<u>135,173</u>	<u>10,101</u>	<u>191,869</u>	<u>---</u>	<u>567,171</u>
<u>(121)</u>	<u>(87,718)</u>	<u>6,445</u>	<u>(100,434)</u>	<u>54</u>	<u>(212,801)</u>
3,000	77,119	---	77,322	---	244,165
<u>---</u>	<u>---</u>	<u>---</u>	<u>---</u>	<u>---</u>	<u>(56,944)</u>
<u>3,000</u>	<u>77,119</u>	<u>---</u>	<u>77,322</u>	<u>---</u>	<u>187,221</u>
2,879	(10,599)	6,445	(23,112)	54	(25,580)
<u>4,710</u>	<u>21,024</u>	<u>16,542</u>	<u>26,745</u>	<u>1,488</u>	<u>221,328</u>
<u>\$ 7,589</u>	<u>\$ 10,425</u>	<u>\$22,987</u>	<u>\$ 3,633</u>	<u>\$1,542</u>	<u>\$ 195,748</u>

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MEMBERS OF
AMERICAN INSTITUTE OF C.P.A.'s
& THE MICHIGAN ASSOCIATION OF C.P.A.'s

September 3, 2004

Honorable Mayor and Members
Of The City Council
City of Hudson
Hudson, Michigan 49247

We have examined the combined financial statements of the City of Hudson, Michigan and the combining, individual fund and account group financial statements of the City as of and for the year ended June 30, 2004 and have issued our report thereon dated September 3, 2004. As a part of our examination, we made a study and evaluation of the City's system of internal accounting control to the extent we considered necessary to evaluate the system as required by auditing standards generally accepted in the United States of America. Under these standards, the purposes of such an evaluation are to establish a basis for reliance on the system of internal accounting control in determining the nature, timing and extent of other auditing procedures that are necessary for expressing an opinion on the financial statement and to assist the auditor in planning and performing his examination of the financial statements.

The objective of internal accounting control is to provide reasonable, but not absolute, assurance as to the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a system of internal accounting control should not exceed the benefits derived and also recognizes that the evaluation of these factors necessarily requires estimates and judgments by management.

There are inherent limitations that should be recognized in considering the potential effectiveness of any system of internal accounting control. In the performance of most control procedures, errors can result from misunderstanding of instructions, mistakes of judgment, carelessness, or other personal factors. Control procedures whose effectiveness depends upon segregation of duties can be circumvented by collusion. Similarly, control procedures can be circumvented intentionally by management either with respect to the execution and recording of transactions or with respect to the estimates and judgments required in the preparation of financial statements. Further, projection of any evaluation of internal accounting control to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions and that the degree of compliance with the procedures may deteriorate.

Our examination of the financial statements made in accordance with auditing standards generally accepted in the United States of America, including the study and evaluation of the City's system of internal accounting control for the year ended June 30, 2004, that was made for the purpose set forth in the first paragraph of this report, would not necessarily disclose all weaknesses in the system because it was based on selective tests of accounting records and related data.

1. Contributions – Library Fund

Because the City is responsible for accounting for the Library activity, all contributions received or bequests must be communicated and disclosed to City Hall for proper recording and accounting for such activity.

City of Hudson
September 3, 2004

2. **Employee Bonus**

Employee bonus must be included in payroll as part of their remuneration subject to withholdings.

3. **I-9 – Employment Eligibility Information**

All employees, hired after November 6, 1986 must complete a I-9, at time of hire.

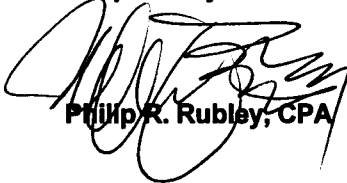
4. **Documentation**

All expenditures should be supported by invoices and other documentation to support the payment of the expenditures. We found isolated cases where invoices were not attached to expenditures, we felt needed documentation. We were able to satisfy ourselves through additional testing to the validity of these expenses.

The above mentioned conditions were considered in determining the nature, timing, and extent of audit tests to be applied to our examination of the financial statements, and this report does not modify our report dated September 3, 2004, on such financial statements.

If we can be of any further assistance, please do not hesitate in contacting us.

Respectfully Submitted,



Philip R. Rubley, CPA

PRR/cab

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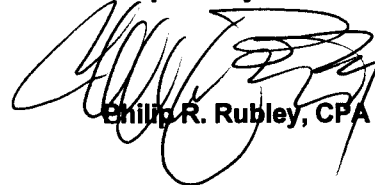
September 3, 2004

**Honorable Mayor and Members
Of The City Council
City of Hudson
Hudson, Michigan 49247**

In planning and performing my audit of the financial statements of City of Hudson, Michigan for the year ended June 30, 2004, I considered the City's internal control structure in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements. The consideration I gave to the internal control structure was not sufficient for me to provide any form of assurance on it. However, in reviewing the City's processes and systems, I made observations I feel should be communicated to you and I have done so in a separate letter dated September 3, 2004. In addition I have summarized other areas for Council's consideration involving internal controls and fraud considerations.

If you have any questions on the information contained in this letter please contact me.

Respectfully Submitted,



Philip R. Rubley, CPA

PRR/cab

INTERNAL CONTROLS

Over a relatively short period of time, there have been several large fraud related cases documented in the mid-Michigan area, as well as in other areas of Michigan and throughout the country. These highly publicized cases have raised significant concerns for management of many organizations, as well as the council members of these not-for-profit organizations and governmental organizations, concerning their organization's vulnerability to internal or external fraud related activities. It is strongly believed that all organizations, both small and large, have some level of risk in this area and even having the "best practices" in place will not necessarily prevent the occurrence of this unfortunate activity.

Through many recent conversations with my clients regarding their susceptibility to fraud, it was noted the most important element necessary to reduce the risk of fraud is to have a sound organizational structure, which includes sound accounting and internal control policies and procedures (IN THE EYES OF THEIR EMPLOYEES). One of the key aspects of strong controls, and thus a deterrent, is senior management's support and involvement with accounting and internal control monitoring and related decisions.

Some of the key areas to focus on include, but are not limited to, the following:

- Cash receipts handling and posting to general ledgers including the initial posting of cash receipts.
- Posting of adjusting journal entries to the ledger.
- Cash disbursements, including the establishment of vendor master files in the computer system and maintenance and controls surrounding the signature of cash disbursement checks.
- Payroll, including the access to all master files detailing wage rates and other information, and the establishment of new employees in the computer system.
- Proper approval procedures for all disbursements including a good checks and balances system i.e.: no one person responsible for this function where possible.

FRAUD CONSIDERATIONS

Statement of Auditing Standards No. 99 (SAS99), consideration of Fraud in a Financial Statement Audit

Effective for the year ended December 31, 2003, Statement on Auditing Standards No. 99 (SAS99), *Consideration of Fraud in a Financial Statement Audit*, requires additional audit procedures addressing the risk of fraud in an organization. Our responsibility is not to detect fraud, but to detect material misstatements in the financial statements caused by fraud, and our consideration of fraud is integrated into the overall audit process.

Types of fraud include intentional misstatements or omissions in financial reporting and misappropriation of assets. SAS 99 requires auditors to address:

- How and where the client's financial statements might be susceptible to material misstatement due to fraud and what conditions might be present to allow fraud to occur.
- How management could perpetrate and conceal fraud.
- How management or employees could misappropriate assets of the client.

In addition, SAS 99 requires auditors to make inquiry of:

- Management regarding their awareness and understanding of fraud, fraud risks, and steps taken to mitigate risks.
- Others within the entity, including council members, non-financial executives, administrators, and non-management personnel not directly involved in the financial reporting process, regarding the existence of suspicion of fraud and the individual's views about the risks of fraud within the entity.

Risk areas identified through inquiries and based on industry knowledge will significantly affect the audit process. With your help, the implementation of these new standards will certainly lead to a greater comfort in the controls you have designed and implemented. It may even create greater efficiency in the accounting process as a byproduct of the process.

Creating A Culture Of Honesty And High Ethics

It is the City's responsibility to establish core values and to effectively communicate the values to employees in order to create a culture with high ethical standards. The AICPA has included the following as key components necessary for the creation of such a culture.

Setting The Tone At The Top

Management, through the modeling of high ethics themselves and effectively communicating expectations to employees, is responsible for leading the effort to create the appropriate culture within the City.

Creating A Positive Workplace Environment

The creation of a positive workplace environment, where employees feel they are treated fairly, has proven to reduce the risk of fraud. This type of environment could be created as follows:

Allowing employees to provide input related to the code of conduct.

- Enabling employees to internally seek advice concerning decisions that appear to have ethical implications.
- Establishment of a fair reward system.
- Implementation of team-focused decision making policies.

Hiring And Promoting Appropriate Employees

Policies must be effective in reducing the changes of hiring and promoting individuals with low ethical standards.

Training

Core values expressing an attitude of intolerance toward unethical behavior should be communicated immediately to new hires and should be recommunicated periodically to all employees.

Confirmation

Reinforcement of core values occurs if the employees are required to sign a code of conduct statement.

Discipline

Consequences of unethical behavior should be communicated upfront, and management response to unethical behavior should be consistent with the consequences communicated. Management's response demonstrates the level of commitment to the ethical standards and could deter future wrongdoing.

Evaluating Antifraud Processes and Controls

Perceived opportunity to successfully commit fraud increases the risk that fraud will occur. The following can help in reducing the opportunity for fraud.

Identifying And Measuring Fraud Risks

The City's vulnerability to fraudulent activity (including Fraudulent financial reporting, misappropriation of assets, bribery and other illegal acts) should be assessed.

Implementing And Monitoring Appropriate Internal Controls

Internal processes can be modified to reduce fraud risk. Examples of such process modifications are as follows:

- Additional review of the procurement process
- Segregation of duties
- Adequate scrutiny of interim financial reports and budget reports by management

Developing An Appropriate Oversight Process

Whether it is external or internal oversight, appropriate oversight should be identified and established.

City Council

The City Council is ultimately responsible for ensuring management is doing an effective job of monitoring fraud risk and implementing procedures to mitigate fraud risk. Therefore, the Council should be evaluating management's assessments and controls.

Independent Auditors

Independent auditors can provide an assessment of the City's process for identifying, assessing and responding to the risk of fraud.

Certified Fraud Examiners

Certified Fraud Examiners can provide additional insight into the risk assessment.

Other Information

The following Web sites provide additional guidance on fraud and the implementation of anti-fraud programs and controls:

American Institute of Certified Public Accountants
Association of Certified Fraud Examiners
Financial Executives International
Information Systems Audit and Control Association
The Institute of Internal Auditors
Institute of Management Accounts
National Association of Corporate Directors
Society for Human Resource Management

www.aicpa.org
www.cfenet.com
www.fei.org
www.isaca.org
www.theiia.org
www.imanet.org
www.nacdonline.org
www.shrm.org